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(NO.PATNA 145) PATNA, TUESDAY, 18TH FEBRUARY 2020

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PATNA HIGH COURT

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**NOTIFICATION**

*The 18<sup>th</sup> February 2020*

**The Bench Secretary (Recruitment) Rules, 2020**

No. 42 (R)/2020--In exercise of the powers conferred by clause (2) of Article 229 of the Constitution of India, the Chief Justice of the High Court of Judicature at Patna makes the following Rules for selection/ appointment in the Bench Secretary's cadre in supersession of earlier Bench Secretary (Recruitment) Rules, 1997.

1. These Rules shall be called 'The Bench Secretary (Recruitment) Rules, 2020'. The Rules shall come into force with immediate effect.

2. There shall be a cadre of Bench Secretary in the establishment of the Patna High Court.

3. Recruitment of 50% vacancies in a calendar year of the Bench Secretary (Basic Grade) shall be filled by way of direct recruitment & rest 50% vacancies in a calendar year by promotion from amongst Assistants having at least 5 years of regular satisfactory service on the basis of Merit-Cum-Seniority through Limited Competitive Test. Vacancies shall be filled from the respective quotas only.

**4. Minimum qualification**

**A. Direct recruitment:-** (i) Graduate from a recognized University, (ii) Diploma/ Certificate course of at least six months in computer application from an institution recognized by the Government. Preference shall be given to the candidates possessing a Law Degree.

**B. By Promotion from amongst Assistants of this Court:-** Graduate from a recognized university. Preference shall be given to the candidates possessing a Law Degree.

**5. Age for direct recruitment:-** Not less than 25 yrs. and not more than 35 yrs. of age as on the 1<sup>st</sup> of the January in which the process of recruitment is

initiated. The other provisions of Rule 14 of the Patna High Court Officers and staff (Conditions of Service and Conduct) Rules, 1997 as regards relaxation of age shall also apply.

6. **The competitive test** for direct recruitment shall comprise of written examination having questions from Law, English Language & Grammar, General Awareness and knowledge of Computer Applications followed by interview and in case of limited competitive Test, the written examination shall comprise questions from Patna High Court Rules and Practice & Procedure of the Court, English Language & Grammar, knowledge of Computer and General Awareness and there shall be interview. A candidate will be eligible for interview if he has secured minimum of 40% marks at the limited competitive Test or in the direct recruitment test.

7. On substantive appointment to the post, the appointee's lien on the post of Assistant would cease and he will thereafter not be considered for promotion to the post of Section Officer in the Assistant cadre. He will, however, be eligible for being selected to the next promotional hierarchy of the cadre of Bench Secretary, as per the 'The Bench Secretary (Recruitment) Rules, 2020'.

8. If the process of appointment is initiated in the same calendar year then the Assistant appointed through Limited Competitive Test shall be placed above the direct recruits.

9. The promotional hierarchy of the cadre of Bench Secretary shall be as follows:

Sl. No	Name of the post	Pay Scale/ Level of Pay	Category of post	No. of Post	Source/ mode of Appointment	Remarks
1.	Bench Secretary (Special Grade)	L-13	Group A	01	By promotion from amongst Bench Secretary (Grade-II) who have put in at least 2 years continuous service as Bench Secretary (Grade-II).	
2.	Bench Secretary (Grade-II)	L-12	Group A	03	By promotion from amongst Bench Secretary (Grade-I) who have put in at least 3 years continuous service as Bench Secretary (Grade-I).	
3.	Bench Secretary (Grade-I)	L-11	Group A	06	By promotion from amongst Bench Secretary (Basic Grade) who have put in at least 5 years continuous service (including temporary and officiating service) as Bench Secretary (Basic	

					Grade) on the first day of the April of the year of recruitment/ appointment.	
4.	Bench Secretary (Basic Grade)	L-9	Group B	54	50% vacancies in a calendar year by direct recruitment & rest 50% vacancies in a calendar year by promotion from the post of Assistant on the basis of Merit-Cum-Seniority through Limited Competitive Test.	27 posts shall be earmarked for Direct recruitment & rest 27 posts shall be earmarked for filling through Limited Competitive Exam.
Total Sanctioned Strength of cadre (including promotional hierarchy) of Bench Secretary				64		

By order of Hon'ble the Chief Justice,  
Sd./Illegible,  
Registrar General.

Dated 18<sup>th</sup> February, 2020.  
(File No. X-01-2020)  
Adm. (Rules) Dept.

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